

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, October 28, 2019**

The regular meeting of the Monroe Planning Commission was held on **Monday, October 28, 2019 at 7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chair Tuttle called the meeting to order at 7:01 p.m.

ROLL CALL

Planning Commission Secretary Leigh Anne Barr called the roll.

Commissioners Present: Chair Tuttle, Vice-Chair Bull, Commissioner Rousey, Commissioner Jensen and Commissioner Stanger. Commissioner Fisher was present via conference call.

Commissioners Excused: Commissioner Silva

Staff Present: Community Development Director Ben Swanson, Senior Planner Shana Restall and Secretary Leigh Anne Barr

Chair Tuttle announced that there is a need for Commissioner Fisher to attend the October 28, 2019, Planning Commission meeting via teleconference. Chair Tuttle asked if there were any objections. No objections were noted so the request was considered approved.

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Rousey made a motion to accept the minutes of September 23, 2019 as written. Motion seconded by Commissioner Bull. Motion carried 6/0.

PUBLIC HEARING

1. **2018 – 2019 Comprehensive Plan Amendment Docket (File # CPA2018-A, CPA2018-B, and CPA2018-01)**

Chair Tuttle opened the public hearing.

Principal Planner Shana Restall introduced the 2018-2019 Comprehensive Plan Docket and noted that the City has two Comprehensive Plan dockets running concurrently, the 2018-2019 and 2019-2020. After the Planning Commission closes the public hearing for the 2018-2019 Comprehensive Plan docket, the amendments will go to City Council with the Planning Commission's recommendation.

The first two amendments are standard amendments that the City brings forward every two years for the school impact fees for the Monroe and Snohomish School Districts. The third proposal is the land use designation amendment for the Memorial Field site from its current designation of institutional to multifamily and a concurrent rezone to change the zoning district from institutional to multifamily R25. When the original public hearing was scheduled and noticed, the City received quite a few public comments so a historic inventory of the site was requested from the applicant and the public hearing was postponed. Principal Planner Restall

reminded Commissioners that this proposal is for a Comprehensive Plan amendment and not a specific project.

Commissioner Jensen inquired about the noticing of the public hearing and asked for clarification about what recommendations the Planning Commission can make. Principal Planner Restall pointed out the five choices listed on the Findings of Fact.

Commissioner Stanger made a motion to open the public testimony portion of the public hearing. Motion seconded by Commissioner Rousey. Motion carried 6/0.

Public Testimony

Paula Townsell

Brent Planning Consultants
PO Box 1585 Mukilteo, WA 98275

Ms. Townsell thanked staff for their work on the packet materials. Ms. Townsell emphasized that this is a Comprehensive Plan amendment proposal and any possible development on the site will follow its own process in the future.

Darcy Cheesman

Monroe School Board Member
16911 267th Dr SE Monroe, WA 98272

Ms. Cheesman thanked staff for their work on the project also and gave a brief history of the project including the School District's analysis of the property as an asset.

Commissioner Jensen asked Ms. Cheesman if the District had considered a replacement of the district office in this location. Ms. Cheesman explained that the construction of a new building would require a large capital investment that the District does not have.

John Mannix

Monroe School District, Assistant Superintendent for Operations
200 E Fremont St Monroe, WA 98272

Mr. Mannix explained that the School District has looked at several different options for a new district office. The most cost effective option is to locate an existing structure where a tenant improvement could fit the needs of a new district office.

Robert Meyer

513 W Columbia St Monroe, WA 98272

Mr. Meyer expressed his concerns about traffic and the potential demand on public services.

Principal Planner Restall reminded Commissioners and the public that the language of the proposal does not address a project specific proposal. Community Development Director Ben Swanson noted that with a proposed change in zoning the City requests information on a worst case scenario. Director Swanson went on to explain the process of a project specific action and how the checks and balances of the process will work.

Diana Meyer

513 W Columbia St Monroe, WA 98272

Ms. Meyer expressed her concerns about the additional capacity on the City's sewer system and the feel of the neighborhood with the addition of three story buildings.

Will Schlegel

PO Box 1742 Woodinville, WA 98072

Mr. Schlegel expressed his concerns about the project and his interest in having the rezone voted on by the public.

Paula Townsell explained the docketing process as a planning tool. Ms. Townsell noted that public outreach was a large part of the project and project specific questions cannot be answered at this time because a specific project has not been proposed.

Commissioner Stanger clarified that the school district specifically is asking for the Comprehensive Plan amendment and rezone and they are not requesting single family housing. Ms. Townsell explained that the School District must comply with the highest and best use of the site, which after a study was conducted, was determined to be multifamily residential.

John Mannix explained that the School District stopped maintaining the fields about 15-18 months ago and since that time the gates have been locked. Any activities taking place on the fields have not been approved through the district office for the risk assessment team.

Darcy Cheeseman noted that the team sports activities have been moved to the all-weather fields at Park Place Middle School since the fields have been completed.

Robert Meyer believes the baseball fields are still being used and asked for clarification on "highest and best use". Chair Tuttle responded.

Diana Meyer expressed her concerns about traffic. Chair Tuttle clarified that there currently is not a specific project proposal.

Will Schlegel suggested the site be used for additional school bus parking and questioned the public noticing for the SEPA application.

Karen Haines

PO Box 783 Monroe, WA 98272

Ms. Haines believes the fields have been recently used and maintained. Ms. Haines would be in favor of the district office moving to the site.

Principal Planner Restall reminded Commissioners and the public that when a project is applied for on the site, a project specific SEPA process including public noticing will take place again.

Commissioner Jensen inquired about eminent domain, Sky Valley Education's plans for the field and traffic reports. Director Swanson responded.

Chair Tuttle asked for clarification on traffic reports, impacts to sewer and traffic, surrounding zoning, historical preservation and consistency with the goals and intent of the comprehensive plan. Director Swanson and Principal Planner Restall responded to Chair Tuttle.

Commissioner Stanger made a motion to close the public testimony portion of the public hearing. Motion seconded by Commissioner Bull. Motion carried 6/0.

Discussion by Planning Commissioners

The Planning Commissioners discussed the proposal with specific attention given to parks and the need for multifamily housing in the City.

Chair Tuttle read the criteria aloud for proposed Comprehensive Plan amendments that were included in the Staff Analysis in attachment 1 of the agenda packet. The Commissioners then further discussed any concern they had regarding specific criteria.

Commissioner Rousey made a motion to continue the public hearing. Motion seconded by Commissioner Stanger. Motion carried 6/0.

Chair Tuttle took a recess from 8:50 to 8:55pm for staff to work through timing of the next Planning Commission meeting.

Commissioner Bull moved to extend the meeting past 9pm. Motion seconded by Commissioner Stanger. Motion carried 6/0.

After discussion between Commissioners and staff, the next regularly scheduled Planning Commission meeting on November 11 will remain as scheduled, despite it falling on Veterans Day to allow the comprehensive plan docket to be forwarded and heard by City Council before the end of the 2019 year.

Commissioner Rousey made a motion to continue the public hearing to the Planning Commission meeting of November 11th, 2019. Motion seconded by Commissioner Jensen. Motion carried 6/0.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson noted that staff is working to finish many projects before the end of the calendar year.

Commissioner Stanger attended a Parks Board Meeting and reported on topics discussed.

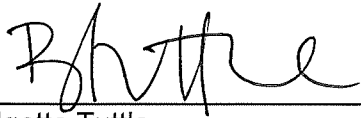
Commissioner Jensen inquired about the old Albertson's location. Director Swanson informed the commissioners that there is nothing new to report.

Commissioner Rousey attended an Economic Development Advisory Board meeting. The City is currently interviewing firms for a City wide wayfinding project.

Chair Tuttle noted that there are three new businesses going in Downtown.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 9:12p.m. Motion seconded by Commissioner Rousey. Motion carried 6/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary